

DD/A Registry
File *Liaison*

DDA 76-4601

14 September 1976

STATINTL

MEMORANDUM FOR: [REDACTED]
Office of General Counsel

FROM : [REDACTED]
Executive Officer, DDA

SUBJECT : Ad Hoc Contacts With Other Government
Agencies

STATINTL

To add to your other items on ad hoc assistance, here are some Office of Data Processing (ODP) requests:

- a. The FBI would like to look at our GIMS software package. They would like to know our experience as to whether it is a good software package.
- b. The Defense Supply Agency wants to come over and talk to ODP about setting up a communications center. There are no details as to what this is about.
- c. There is an IBM user study group that wants to use some CIA tapes as examples or tests. The head of the IBM study group actually works for NASA.

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EO/DDA/[REDACTED] 1m (14 Sept 76)

Distribution:

Orig - Addressee
① - DDA Subject
1 - DDA Chrono
1 - RFZ Chrono

Background:

DDA 76-4201, Memo for DDA from OP; DDA 76-4509, Memo for DDA from D/OL; DDA 76-4423, Memo from D/ODP for DDA; regarding CIA assistance to other Government components.

DDA Registry
File Garrison

Director of Data Processing

This is a format that the Office of Communications uses that seems like an easy way to respond to requests for assistance from other Government components.

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[REDACTED] EO/DDA

28 Oct

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EO/DDA [REDACTED] 1m (28 Oct 76)

Distribution:

- Orig RS - D/DP w/att
- 1 RS - DDA Subject w/att
- 1 RS - DDA Chrono
- 1 RS - RFZ Chrono

Attachment: OC format for requests for assistance from other Government components.

AGENCY ASSISTANCE TO OTHER
GOVERNMENT COMPONENTS

DIRECTORATE: Administration

COMPONENT :

SUMMARY DESCRIPTION OF AGREEMENT:

DESCRIPTION OF ACTIVITY:

LOCATION OF ASSISTANCE:

ORGANIZATION INVOLVED :

BASIS OR REASON FOR ACTIVITY:

FINANCIAL COSTS:

MANPOWER :

AGENCY EMPLOYEE TO CONSULT FOR ADDITIONAL INFORMATION:

STATINTL

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DDA Registry
File Liaison

DDA 76-4831

28 September 1976

STATINTL

MEMORANDUM FOR: [REDACTED]

Office of Inspector General

STATINTL

FROM :

[REDACTED]
Executive Officer, DDA

SUBJECT :

Rendering Agency Assistance to Other
Government Components

STATINTL

1. Attached are memos from the Offices of Personnel, Logistics and Data Processing. Would you please review these against HR [REDACTED] Annex E, and give us your concurrence if considered proper.

2. Would you please give me a call (extension [REDACTED] STATOTHR and I will handcarry to OGC.

STATINTL



Attachments

STATINTL

EO/DDA [REDACTED] 1m (28 Sept 76)

Distribution:

Orig - Addressee w/atts

① - DDA Subject w/atts

1 - DDA Chrono

1 - RFZ Chrono

Attachments:

DDA 76-4201; DDA 76-4509; DDA 76-4523, 76-4601, 76-3919.

ADMINISTRATIVE

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INTERNAL USE ONLY

DDA Registry

76-4201

20 AUG 1976

MEMORANDUM FOR: Deputy Director for Administration

FROM : F. W. M. Janney
Director of Personnel

SUBJECT : Request for Approval to Continue Ad Hoc Contacts
with Other Government Components

REFERENCE : (a) Memo for DDA Office Directors from Ex Off, DDA, dtd
4 Aug 76; Subj: Procedures for Rendering Agency
Assistance to other Government Components

STATINTL

(b) HR ☐ Annex E

1. Reference (b) requires approval for the initiation or continuation of assistance by this Agency to other government components. For many years the Position Management and Compensation Division of the Office of Personnel has routinely maintained, and continues to maintain, contact with the Civil Service Commission and various other government departments and agencies for the purpose of exchanging information on position classification matters. The bulk of these contacts are made with position classifiers in other government components and are initiated by OP/PMCD although, on occasion, position classifiers from these other government components initiate the contact. Such contacts are made for the purposes of exchanging information on position classification, i.e. titling and grading, relative to given occupations or types of jobs. All contacts are made on ad hoc basis as necessary and usually take the form of phone calls, although visits between respective offices are made when a more thorough discussion of position classification information is desired.

2. Accordingly, it is requested that approval be granted to continue these ad hoc contacts with other government components as is necessary to exchange information on position classification matters.

(Signed) F. W. M. Janney

F. W. M. Janney

APPROVED _____

DISAPPROVED _____

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76-2-30

DDA 76-3919


4 August 1976

MEMORANDUM FOR: DDA Office Directors

STATINTL FROM

: 
Executive Officer, DDA

SUBJECT : Procedures for Rendering Agency Assistance
to Other Government Components

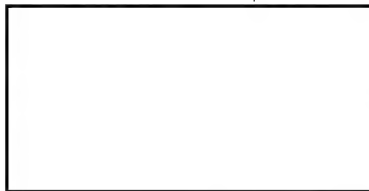
1. The attached memorandum, signed by Tony Lapham, addresses the issue of receiving prior approval before satisfying a request for Agency assistance to another Government component. As pointed out, HR  Annex E, addresses this matter and indicates something of the assistance that can be given to certain other components with impunity. It also points up the need for specific approvals.

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2. Also attached is a copy of Tab B of a memorandum from the DCI to the Chairman of the Intelligence Oversight Board, dated 24 April 1976, in which the Agency is committed to the Office of General Counsel reviewing requests for proposed assistance to other Government agencies.

STATINTL

Attachments



76-7391/1

OGC 76-1949
27 July 1976

MEMORANDUM FOR: Inspector General

FROM : Anthony A. Lapham
General Counsel

SUBJECT : Procedures for Rendering Advice Pursuant to
HR ☐ ANNEX E

STATINTL

REFERENCE : Paragraph c, page 3, Tab B of Memo to Chairman
Intelligence Oversight Board from DCI dated
24 April 1976

1. In referent, the Director assured the Chairman of the Intelligence Oversight Board that this Office will review each and every proposed request for Agency assistance to other Government components (HR ☐ ANNEX E - formerly HN ☐). Recently we became aware of such a case (involving a Social Security Administration request for ADP assistance) wherein there seems to be no evidence of formal coordination with this Office (there is indication that some verbal coordination may have been undertaken).

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2. Fortunately, we agree with the substantive judgment that was made in that case, and we certainly appreciate the reasons why formal coordination was not undertaken there. Notwithstanding, especially because of the assurances mentioned above, we are of the view that it may, in the future, be important to be able to conclusively demonstrate formal coordination in accordance with the regulation.

3. In order to accomplish this we suggest the following: In those cases, such as the instant case, in which (a) you believe the Agency has authority to perform the requested assistance and (b) you believe are uncontroversial, you could simply add a concurrence line for this Office to your formal opinion and route such opinion through this Office on its way to the Directorate concerned. Such a procedure will allow, in our

view, full compliance with the regulation and will keep this Office informed --
I presume one of the underlying intents of the drafters of the regulation --
as to that assistance the Agency is providing, yet will not create undue
administrative burden or delay.

STATINTL



Anthony A. Lapham

cc: /DDCI
Asst to DDCI
DDO
OLC

25X1

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Next 6 Page(s) In Document Exempt

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INCREASED RESPONSIBILITIES AND
AUTHORITY FOR THE GENERAL COUNSEL

STATINT
L 1. Pursuant to Executive Order 11905, dated 18 February 1976, I have promulgated a revision of Headquarters Regulation [redacted] Office of General Counsel, to incorporate requirements that the General Counsel report to the Intelligence Oversight Board any activities that come to his attention that raise questions of legality or propriety, and to formulate practices and procedures designed to discover and report such activities.

2. Further, pursuant to that Order the General Counsel shall have access to any information in CIA necessary to perform his assigned duties.


George Bush
Director